

Treasury Documentation**Subject:** Drug-Free Workplace Act, Implement**For:** EMPLOYEE HANDBOOK
SUPERVISOR HANDBOOK
HEALTH AND SAFETY HANDBOOK**Also See:** ET-03151; Drug-Free
Workplace Act of 1988
(PL 100-690, 102 Stat.
4181)**Identification** ET-03104
Policy
Effective Date 3-1-2005
Replaces ET-03104 (6-1-2000)

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It is the policy of the Michigan Department of Treasury to forbid the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance in the workplace.

The Department may institute disciplinary measures against an employee who violates this prohibition, including dismissal.

As conditions of employment, all employees must:

1. Abide by the terms of this Policy.
2. Notify their supervisors within five days of any conviction under a criminal drug statute for a violation which occurs in the workplace.
3. Comply with the Department's drug and alcohol testing program. (Refer to Policy ET-03151 in the Employee Handbook.)

Definitions

Controlled substance. As defined in Schedules I through V of Section 202 of the Controlled Substances Act (21 U.S.C. 812).

Conviction. A finding of guilt (including a plea of guilty or nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the federal or state criminal drug statutes.

Criminal drug statute. A criminal statute involving manufacture, distribution, dispensation, use or possession of any controlled substance.

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